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WASHINGTON, DC 20301-1000



DEFENSE LOGISTICS  
STANDARD SYSTEMS OFFICE  
CAMERON STATION  
ALEXANDRIA, VA 22304-6100

15 JAN 1988

DLSSO-BM

SUBJECT: Approved MILSTRIP Change Letter (AMCL) 158A, Intransit Control of Shipments to Defense Reutilization and Marketing Offices (Staffed by PMCL 469)

TO: Commander, U.S. Army Materiel Command  
ATTN: AMCSM-PDP  
Commander, Naval Supply Systems Command  
ATTN: SUP 0323  
Commander, Air Force Logistics Command  
ATTN: AFLC/MMLSC  
Commandant of the Marine Corps  
ATTN: LPS-4  
Commandant, U.S. Coast Guard  
ATTN: G-FLP-1  
General Services Administration, Federal Supply Service  
ATTN: FCI, Room 500  
Commander, Field Command, Defense Nuclear Agency  
ATTN: FCLMM  
Director, National Security Agency  
ATTN: L1111  
Executive Director, Supply Operations, DLA  
[REDACTED]  
U.S. Transportation Command, Director of Deployment  
ATTN: TCJD-SA

1. References:

a. DLSSO-BM letter, 6 October 1987, subject: Approved MILSTRIP Change Letter (AMCL) 158, Intransit Control of Shipments to Defense Reutilization and Marketing Offices (Staffed by PMCL 469).

b. DoD 4000.25-1-M, MILSTRIP, 1 May 1987.

2. This letter revises reference 1.a to include the DoD Reports Control Symbol (RCS) which has been assigned to the Quarterly Intransit to DRMO Report and to correct paragraph 2 of enclosure 1.

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3. The implementation dates remains the same--1 November 1990, for all except GSA, which is 1 November 1991. Other approved changes with a 1 November 1990 implementation date are: (a) AMCL 150A, (b) AMCL 154, and (c) AMCL 156.

4. The point of contact for this letter is Ms. V. Savage, (202) 274-6062 (AUTOVON 284-6062).



PHILIP M. SMITH

DoD MILSTRIP

System Administrator

1 Encl

cc:

DASD(L/SD)

DASD (P&LIS/Systems)

DLA-Z (DAAS Administrator)

DRMS-OA (C. Jones)

DISTRIBUTION:

DLSSO 10B

APPROVED MILSTRIP CHANGE LETTER (AMCL) 158A,  
Intransit Control of Shipments to Defense  
Reutilization and Marketing Offices

1. Revise chapter 3, paragraphs LL. through NN., as follows:

"LL. INTRANSIT CONTROL OF SHIPMENTS TO DEFENSE REUTILIZATION AND MARKETING OFFICES

1. General

a. These procedures provide for intransit control of property (excluding scrap, waste, nonappropriated fund activity, and lost, abandoned, or unclaimed privately owned personal property) shipped/transferred to a DRMO on a DTID from the time of release by a shipping activity until receipt of the property by the DRMO. The reporting of shipments, through submission of a shipment status transaction, is applicable to all shipments of pilferable or sensitive items and other items with an extended value of \$800 or more per the DIDS TIR. For the purpose of these procedures, discrepancies will be determined on the basis of the document number and quantity with the discrepant line item value to be computed from the unit price in the DIDS TIR or, if a DIDS TIR unit price is not available, from the unit price reflected in the IDMS "receipt of usable property" or "receipt."

b. The use of these controls will provide a central capability to monitor and/or investigate discrepancies in shipments to DRMOs. These controls will also provide a capability for DRMS to furnish information to S/A headquarters concerning the transfer of property to DRMOs. Additionally, these controls may indicate a backlog in receipt processing at a DRMO, requiring assistance by DRMS.

c. These procedures do not negate the authority of the DRMO to refuse acceptance of accountability and physical receipt of certain types and classes of materiel under chapter IV, paragraph D., DoD 4160.21-M (reference (k)). If it is determined that the materiel is not acceptable for these reasons, and the shipment is rejected/returned to the shipper, the DRMO will provide notice of rejection to DRMS under existing procedures. The notice of rejection will purge the DRMS suspense file.

2. Procedures for processing materiel to disposal apply only to usable materiel that DRMOs are authorized to physically accept or provide screening and/or sales service.

3. Documentation required to turn in scrap and waste to a DRMO is specified in chapter IV, paragraph F.1.c., DoD 4160.21-M (reference (k)).

4. Categories of materiel that are not physically acceptable in a DRMO are listed in chapter IV, paragraph D.1.b., of DoD 4160.21-M (reference (k)), and discussed individually in Chapter VI, Property Requiring Special Processing (reference (k)).

5. Some property, because of its peculiar nature, its potential influence on public health, safety, and security, or its potential influence on private industry, must be disposed of in other than a normal fashion. These items must be identified in block D of the DD Form 1348-1 or block 27 of the DD Form 1348-1A at the time of preparation by the storage activity. This entry will be in-the-clear and contain the minimum wording to properly identify the category of property. See chapter VI, DoD 4160.21-M (reference (k)). In the event that two or more categories are applicable to the same DTID, the category most applicable to or which identifies an asset requiring the most stringent controls will take precedence.

#### MM. DIRECTING MATERIEL TO DISPOSAL

1. SOSs will utilize the DRO (DI A5J) and related transactions to direct and control issue of supply system stocks on their accountable records to disposal. DROs are transmitted to the storage site having custody of the stock and result in the preparation of the DD Form 1348-1 or DD Form 1348-1A. Preparation of DROs will be accomplished under the appendix C-12 format. When the quantity to be transferred to disposal exceeds the capability of the quantity field, rp 25-29, multiple DROs are required; each DRO prepared for the same item will contain the total retention quantity in rp 55-61. When the quantity to be retained exceeds the capability of the retention quantity field, rp 55-61, the transactions will be processed off-line.

a. The retention quantity in rp 55-61 of the DRO will determine the quantity of materiel to be turned in to disposal by the storage site.

(1) The quantity in rp 55-61 will be retained and all remaining stocks transferred to disposal.

(2) If the quantity onhand is less than the quantity shown in rp 55-61, the storage site will respond under subparagraph d. below.

b. The DRC transaction serves as advice from a nonaccountable storage site to the SOS having initiated the DRO of supply action taken. DRC transactions will be prepared in the appendix C14 format with DI ARJ when the quantity shipped is the same quantity requested in the DRO. The DRC will contain DI ARK when the quantity shipped is greater than the quantity requested in the DRO. The DRC will contain DI ARL when the quantity shipped is less than the quantity requested in the DRO. SOSs will utilize the DRC with DI ARK/ARL to make appropriate adjustments to the inventory records. If the quantity transferred to disposal exceeds the capability of the quantity field in the DRC, rp 25-29, the confirmation will be processed off-line. ARJ/K/L transactions will be prepared and transmitted on the day materiel is delivered to the carrier for shipment to

the DRMO. Preparation of DI ARJ/K/L will not wait for receipt of a "driver's control copy" or signed receipt copy of the DTID to be returned. When a DRC (DI ARJ/K/L) is not used to confirm shipment of materiel to a DRMO, the DI AS3 transaction will be generated simultaneously with the DI A5J/FTR or other transaction authorizing/directing shipment to disposal. This procedure is authorized when circumstances (such as local transfers, use of available organic transportation, or other substantiating conditions) make the use of the ARJ/K/L unnecessary.

c. The disposal release followup transaction (DI AFJ) will be used by the SOS to follow up on storage facilities for unconfirmed DROs 10 days after the date the DRO was created. The disposal release followup transaction will be prepared in the DRO format.

(1) If the DRO has been complied with, the storage facility will respond as indicated in subparagraph b. above.

(2) If the DRO has not been complied with and shipment is anticipated, the storage facility will respond using the appendix C14 format with DI AEJ and the ESD in rp 57-59.

(3) If there is no record of the DRO, the storage facility will respond with BF status (rp 65-66)/DI AEJ using the appendix C14 format.

(4) If the DRO has been denied (DI A6J), the storage activity will respond with BY status/DI AEJ using the appendix C14 format.

d. DRDs are prepared by the storage site and transmitted to the appropriate SOS having prepared the DRO as notification of negative action on the DRO. Preparation of the DRDs will be accomplished under the format referenced in appendix C16 and will contain DI A6J. SOSs will utilize the DRD to make appropriate adjustments to the inventory records.

e. Disposal release cancellations are prepared by SOSs having initiated DROs and transmitted to storage sites when it is determined that disposal actions should be discontinued. SOS cancellation requests will be submitted only in those instances when DROs are unconfirmed. Disposal release cancellation transactions will be prepared in the same format as the original DRO and will contain DI ACJ. Storage activity response to the cancellation request will be by one of the following transactions:

(1) When shipment has been made, response to the SOS will be a DRC.

(2) When cancellation is accomplished, response to the SOS will be prepared in the same format as the cancellation request, with the exception that rp 4-6 will contain the RI of the SOS to which the transaction will be transmitted and rp 67-69 will contain the RI of the activity preparing the transaction. This transaction will contain DI AGJ.

f. A disposal release cancellation followup transaction (DI AKJ) may be submitted by the SOS to obtain the latest status of a disposal release cancellation. The disposal release cancellation followup transaction will be in the same format as the original disposal release cancellation (appendix C12) and will be processed by the storage site as a cancellation request provided the original request was not received. If the original request has been received and all required actions have been completed, the storage site will respond to the disposal release cancellation followup by duplicating the previously submitted documentation.

2. SOSs will utilize the reply to excess report (DI FTR) to notify the reporting activity that the quantity reported is in excess to SOS requirements and that further action is authorized under appropriate S/A procedures. See chapter 9, this manual, for detailed instructions.

#### NN. PROCESSING MATERIEL TO DISPOSAL

1. The transfer of materiel to a DRMO on a DTID requires authority for disposal which must be indicated on the DTID by entry of the appropriate disposal authority code (appendix B26). The DRMO will reject shipments when a disposal authority code has not been entered on the DTID. The disposal authority code will be perpetuated in receipt reporting between the DRMO and the DRMS where accessible history file records reflecting stock numbers, quantities, document numbers, disposal authority codes, and extended dollar value of shipments will be maintained for two years.

a. HQ DRMS is the focal point for all intransit control reporting and will maintain the central file of all intransit transactions up to three years. Activities lacking an ability to prepare mechanically processable transactions and/or electrically transmit them to DRMS will arrange for such preparation and/or AUTODIN transmission of the intransit control transactions by the nearest facility having such capabilities. When support from another activity cannot be obtained, mail the transactions to the DRMS.

b. Materiel will be directed/processed to disposal utilizing the DTID (DD Form 1348-1) or IRRD (DD Form 1348-1A). For each DTID which qualifies, a shipment status transaction (DI AS3), with Distribution Code 9 in rp 54, will be furnished to the DRMS per chapter 4, paragraph H. The AS3 transaction will be prepared and transmitted to DRMS when the DI ARJ/K/L DRC is created by the shipping activity and will reflect the actual quantity shipped and the date delivered to the carrier for shipment. On other than local shipments/transfers, the TCN, GBL, certified mail, insured, or registered parcel post number will be entered in the shipment status transaction (DI AS3) unless the transaction is transmitted by formatted message using a teletype terminal with less than an 80 position capacity. In this latter case, rp 62-80 will be left blank.

c. The shipment status transaction (DI AS3) will initiate the suspense file at DRMS. This file, when complete, will contain the following data:

<u>DATA ELEMENT</u>	<u>SOURCE</u>
Document Number	AS3/IDMS Receipt
NSN/FSC/FSG (if available)	AS3/IDMS Receipt
Unit of Issue	AS3/IDMS Receipt
Extended Dollar Value of Shipment (if available)	DIDS TIR
Physical Security/Pilferage Code	DIDS TIR
Quantity Shipped	AS3
Date of Shipment	AS3
Quantity Received	IDMS Receipt
Date of Receipt	IDMS Receipt
Extended Dollar Value of Receipt	IDMS Receipt
Dollar Value of Quantity Variance Between Shipment and Receipt (if any)	(Internal Computation)

## 2. Procedures

### a. Defense Reutilization and Marketing Office

(1) The DRMO will accept accountability of the shipment if the materiel is acceptable based on established criteria. Shipments may be acknowledged by the DRMO by furnishing a signed 'driver's control copy' of the DTID to the deliverer.

(2) The DRMO will furnish a signed receipt acknowledgment copy of the DTID upon request by the shipping activity. NOTE: The DRMO will always furnish a copy of the signed DTID for all shipments containing quantity discrepancies. The DRMO will note the difference in the quantity received and the quantity shipped on the DTID.

(3) If a discrepancy exists because the quantity received is less than or greater than the quantity entered on the DTID, the DRMO shall notify the shipping activity and local resolution should be attempted. If local resolution is unsuccessful, the actual quantity received will be reported to DRMS as a receipt acknowledgment.

b. Defense Reutilization and Marketing Service

(1) Under DRMS internal procedures, all property received at a DRMO should be processed into the IDMS accountable records within 10 working days after receipt. When an IDMS "receipt of usable property" or "receipt" is processed by DRMS, it will be compared with the suspense file generated by the shipment status transaction (DI AS3). If no suspense file has been created by an AS3 transaction, the IDMS receipt will create a suspense file to include data elements specified in chapter 3, paragraph-LL.1.c. The suspense file, whether created by an AS3 transaction or by an IDMS receipt, will remain on open file for a period of one year from the date it is initiated unless it is closed by one of the actions specified below.

(a) The suspense file will be closed if the receipt matches a shipment status transaction (DI AS3) previously recorded in the suspense file and:

- 1 there is no discrepancy, or
- 2 there is a discrepancy of less than \$800 and the item is not recorded as pilferable/sensitive, or
- 3 the materiel is classified as scrap.

(b) If the receipt matches a shipment status transaction (DI AS3) previously recorded in the suspense file and there is a discrepancy value of \$800 or more, or the discrepancy value is less than \$800 and the item is recorded as pilferable/sensitive materiel, the DRMS will forward a disposal shipment/receipt confirmation followup transaction (DI AFX) (see appendix C5) through DAAS to the activity in rp 30-35 of the AS3.

(c) If, after a period of 21 days from the date of DRMS posting of the receipt, the receipt does not match a shipment status transaction (DI AS3) recorded in the suspense file and the extended value is less than \$800, or the receipt is for "batch" of items received by the DRMO, and the item is not recorded as pilferable/sensitive, no disposal shipment/receipt confirmation followup (DI AFX) will be presented. (Note that DRMOs will not include items with greater than \$800 in line item value in batches.)

(d) If, after a period of 21 days from the date of DRMS posting of the receipt, the receipt does not match a shipment status transaction (DI AS3) recorded in the suspense file and the extended value is \$800 or more, or the item is recorded as pilferable/sensitive materiel, the DRMS will forward a disposal shipment/receipt confirmation followup (DI AFX) through DAAS to the activity in rp 30-35 of the DTID.

(2) When, after a period of 60 days for CONUS and 90 days for OCONUS including Alaska and Hawaii, the receipt applicable to a shipment status transaction (DI AS3) recorded in the suspense file has not been received by DRMS and the



extended value of the AS3 is more than \$800 or the item is recorded as pilferable/sensitive (as determined by reference to the AS3 suspense file), a disposal shipment/receipt confirmation followup (DI AFX) will be forwarded through DAAS to the activity in rp 30-35 of the AS3.

(3) If a disposal supply status transaction (DI AE3) or a disposal shipment confirmation transaction (DI ASZ) is not received within 20 days of transmission of the disposal shipment/receipt confirmation followup (DI AFX), DRMS will forward a second disposal shipment confirmation followup transaction using DI AFZ. The record will remain open for a period of one year from the date it was originated unless closed by a response to the AFZ followup. When moved from the active file, records will be placed on an accessible history file for an additional two year period.

(4) Receipt of DE supply status (DI AE3) will advise DRMS to terminate intransit control processing for the document number in question. If received in response to DI AFX/AFZ with Advice Code 37, a record of the AS3 transaction is not required. Receipt by DRMS of DF supply status will advise DRMS to remove the record from the active suspense file and place the record in an accessible history file for a period of two years. If DG supply status is received, intransit control processing for the document number in question is considered complete. DRMS will use its own procedures to determine why notification of receipt of the materiel had not been sent by the DRMO to DRMS and DRMS will retain an accessible history file record for two years. If DH supply status is received by DRMS, intransit processing is considered complete and an accessible history file record will be retained by DRMS for a period of two years. If a shipment status transaction (DI ASZ) is received by DRMS, intransit control processing for the document number in question is considered complete. If the quantity does not match a previously received receipt, DRMS will use its own procedures to determine why proper notification of receipt had not been sent by the DRMO to DRMS and DRMS will retain an accessible history file record for two years. Accessible history file records will contain NSNs, quantities, document numbers, dollar value of variances (if any), and the identity of applicable shipping activities and DRMOs.

(5) Receipt of BF supply status (DI AE3) in response to a DI AFX or AFZ will remove the record from the active suspense file and place the record in the accessible history file for a period of two years.

#### c. Shipping Activity

(1) Supply organizations in receipt of disposal shipment confirmation followups (DI AFX or AFZ) will ensure that applicable shipping activities review signed receipt documentation (DTID), investigate discrepancies, and provide timely responses (within 10 working days of receipt of the DI AFX or DI AFZ).

(2) To assure that required copies of the DTID are available, shipping activities will file all signed receipt copies when received from the DRMO. Copies will be retained for a minimum of two years after the date of the shipment.

(3) Upon receipt of a DI AFX or DI AFZ, the shipping activity will verify the actual quantity receipted for the DRMO, and will respond to the DI AFX or DI AFZ as follows:

(a) If the shipping activity (the activity in receipt of the DI AFX or DI AFZ) has no record of the shipment nor of generating the shipment status (DI AS3) and has not received a signed copy of the DTID, BF supply status will be sent to DRMS.

(b) If it is determined that although shipment status (DI AS3) had been sent, no shipment had been made or no record of shipment, other than the AS3 transaction, can be located, DE supply status will be sent to DRMS.

(c) If a signed receipt copy of the DTID is not available, but investigation indicates that property was removed from the storage area and cannot be located, the shipping activity will perform additional research as determined by S/A procedures, including, if necessary, referral to the appropriate criminal investigative activity. Also, DF supply status (DI AE3) will be sent to DRMS.

(d) If a signed copy of the DTID is available and the quantity receipted for on the DTID is the same as the quantity on the AS3, DG supply status will be sent to DRMS.

(e) If a signed copy of the DTID is available but the quantity receipted for in the DTID is different from that in the original AS3, the shipping activity will perform additional research as determined by S/A procedures, including, if necessary, referral to the appropriate criminal investigative activity. Also, DH supply status will be sent to DRMS.

(f) If the shipping activity (the activity in receipt of the AFX/AFZ) has no record of generating a shipment status transaction (DI AS3) but has received a signed copy of the DTID, a shipment status transaction (DI ASZ) reflecting the quantity receipted for in the DTID will be sent to DRMS.

(4) In all cases of a variance between the quantity on the disposal shipment confirmation followup (DI AFX or AFZ) and the quantity receipted for by DRMO, the shipping activity will initially attempt to resolve the variance by contacting the DRMO involved.

(5) DRMS will provide a Quarterly Intransit to DRMO Report to each S/A MILSTRIP Focal Point and to the DoD MILSTRIP System Administrator. As requested, the DRMS will provide tailored Special Extract Reports. The format and explanation of the Quarterly Intransit to DRMO Report is contained in appendix A26 and is assigned RCS DD-P&L(Q)1787.

2. The entry for Block N in appendix C46 is revised as follows: \*

N        Physical Security/Controlled Inventory Item Code. (See MILSTAMP  
           (reference (p)) for physical security codes and DoD 4100.39-M  
           (reference (pp)) Vol. 10, chapter 4, Table 61 for controlled inven-  
           tory item codes.) \*

3. Add new appendix A26 as follows:

#### APPENDIX A26

#### QUARTERLY INTRANSIT TO DRMO REPORT

RCS DD-P&L(Q)1787 \*

1. The Intransit to DRMO Report is produced by DRMS quarterly. In addition, an annual report is produced at the end of each fiscal year which includes the previous four quarters' totals. The report is in four parts:

- a. Total DoD Summary.
- b. Service Summary.
- c. DoDAAC breakout (including further subdivision by DRMO RI).
- d. A supplemental invalid DoDAAC report.

2. The report is distributed as follows:

DLSSO-BM - One copy on microfiche  
 Army - Two hardcopy reports  
 Navy - Two hardcopy reports  
 Air Force - Two hardcopy reports and four microfiche reports  
 Marine Corps - Two hardcopy reports  
 Defense Logistics Agency - Two hardcopy reports  
 Coast Guard - Two hardcopy reports

All copies of the reports are provided to the designated S/A MILSTRIP Focal Points within 15 days following the end of each respective quarter. Further dissemination of the report is the responsibility of each individual S/A.

3. The format of the report and the explanation of the derivation of the counts are as follows:

Quarterly Intransit to DRMO Report

RCS: DD-P&L(Q) 1787

Total DoD, Service, or DoDAAC (Clear Text name and address of the DoDAAC will be printed)

		AFX Generated		AFZ Generated		No Response to AFZ			Unresolved Discrepancies	
Discrepancies Cleared		(Advice Code)		(Advice Code)		30-60 days	60-90 days	>90 days	Moved to History	
ASZ BF DE DF DG DH		35	36	37	35	36	37	35	36	37
Total Matches										

Explanation of columns in the report:

Total Matches - Reflects a count of matching AS3 transactions and DRMO receipts. Pilferable/sensitive item totals require an exact quantity match. All other items require a quantity match within \$800 of an exact match.

Discrepancies Cleared - Reflects a count of transactions received by DRMS in response to AFX/AFZ followups. Subdivided by type of response; DI ASZ or AE3 with Status Code BF, DE, DF, DG, or DH.

AFX Generated - Reflects a count of the AFX transactions generated during the period (quarter or fiscal year) by DRMS. Subdivided by type of condition causing mismatch between AS3 and receipt.

AFZ Generated - Reflects a count of the AFZ transactions generated during the period (quarter or fiscal year) by DRMS. Subdivided by type of condition causing mismatch between AS3 and receipt.

No Response to AFZ - Reflects a count of the AFZ transactions to which there has been no response. Subdivided by number of days since the DI AFZ was generated prior to the report preparation cutoff date. Further subdivided by type of condition causing mismatch of AS3 and receipt.

Unresolved Discrepancies Moved to History - Count of the transactions (records) moved from the active file to history during the period (quarter or fiscal year) which had no resolution of the discrepant condition. Documents (records) are removed from the active file to history one year from the date of receipt of the first transaction in the record (either AS3 or IDMS receipt transaction).

4. Revise appendix B-1 to read:

<u>CODE</u>	<u>DOCUMENT TITLE</u>	<u>EXPLANATION</u>
AFX	Disposal Shipment/Receipt Confirmation Followup	From DRMS to rp 30-35 or from ICP/IMM to rp 4-6.

5. Add the following new status codes to appendix B16.

DE	Canceled. Although shipment status (DI AS3) was sent, no shipment was made. (For use in controlling shipments in transit to disposal only. May be used in response to DIs AFX and AFZ with Advice Code 37.)
DF	Terminate intransit control processing. A signed receipt copy of the DTID is not available, but investigation indicates that property was removed from the storage area and cannot be located. Further research is being conducted within S/A channels. (For use in controlling shipments in transit to disposal only.)

DG Shipment confirmed. The quantity in the DI AS3 transaction was the quantity shipped. A signed copy of the DTID acknowledging DRMO receipt of that quantity is on file. DRMS action required to resolve apparent discrepancy. (For use in controlling shipments in transit to disposal only. May be used only in response to DI AFX or AFZ with Advice Code 35 or 37.)

DH Terminate intransit control processing. A signed copy of the DTID acknowledging receipt is on file. The quantity in the DTID is different from that in the original AS3. The quantity acknowledged in the DTID is included in the quantity field. Further research on the quantity discrepancy is being conducted within S/A channels. (For use in controlling shipments intransit to disposal only. May be used only in response to DI AFX or AFZ with Advice Code 35 or 37.)

6. Revise subparagraph (3) in the explanation of Status Code BF in appendix B16 as follows:

"(3) When used in response to DRMS generated AFX/AFZ followups, indicates that the shipping activity has no record of generating an AS3 transaction or of making a shipment to a DRMO under the document number in question and has not received a signed copy of the DTID."